

STATE OF ILLINOIS  
COUNTY OF COOK

March 14, 2019

MINUTES FOR THE REGULAR MONTHLY BOARD MEETING  
NORTH SHORE MOSQUITO ABATEMENT DISTRICT  
BOARD OF TRUSTEES

At the convened monthly meeting for the North Shore Mosquito Abatement District Board of Trustees held at the District office, 117 Northfield Road, Northfield, Illinois, Thursday, March 14, 2019. President Zbesko called the meeting to order at 7:03 pm.

**ROLL CALL**

Trustee Carol Blustein	Present
Trustee Nelson Howard	Absent
Trustee Kathleen Kendrick	Present
Trustee John Zbesko	Present
Trustee William Zimmer	Present

**OTHERS IN ATTENDANCE**

Executive Director Mark Clifton  
Communications Manager David Zazra  
Attorney Ross Secler of Odelson & Sterk  
Internal Operations Manager Jennifer Zimmer

**I. MINUTES**

**Approval of Minutes:** Minutes of the February 7th, 2019, meeting of the NSMAD were approved as corrected and distributed to the members of the Board. Trustee Zimmer moved to approve, Trustee Blustein seconded. Trustee Kendrick abstained. All ayes.

**II. REPORT FROM BOARD OFFICERS**

President: No report

Vice President: Absent

Secretary: No report.

Trustee: Trustee Blustein found the AMCA Annual meeting very informative and interesting. She was also pleased to be in the audience when Chief Inspector Binnall received his award.

Treasurer: Trustee Zimmer read financials as well as February bills and payrolls. Total receipts were \$244,372 total disbursements were \$74,836 and total assets were

\$1,850,825. All totals rounded to the nearest dollar. The finance report was accepted. The report will be filed for the audit.

### **III. EXECUTIVE DIRECTOR'S AND LAB REPORT:**

The Executive Director informed the Trustees that seasonal hiring is going well. Interest has been strong after the District raised the starting hourly rate to \$15 per hour. NSMAD staff aim to hire 10-11 seasonal workers and two lab assistants for the season.

The Executive Director also gave an update on the District's participation and attendance at the annual AMCA conference where four presentations were made by NSMAD Staff.

Operationally, The Executive Director discussed the steps that staff are taking to prepare the District's new Buffalo Turbine for use early this season.

Finally, the Executive Director updated the Trustees on lab and fleet progress. ULV equipment has been serviced and is just about ready for the season. Tick surveillance has begun and is being conducted one day a week. One lab assistant is helping conduct tick dragging and learning to use PCR equipment before the mosquito season begins.

### **IV. REPORT FROM LEGAL COUNSEL:**

The District's Attorney Ross Secler prepared and discussed with the Trustees a legal memorandum drafted to coordinate with the steps that NSMAD staff are taking to comply with Federal and Illinois regulations to protect the endangered Rusty Patch Bumble Bee in a designated zone of high potential in a small part of the District.

### **V. COMMUNICATION MANAGER'S REPORT:**

Communications Manager, Dave Zazra, updated the Board on public relations and communications activities for the month of February, including publication of the Annual Report, website, GovDelivery and Twitter messaging.

### **VI. INTERNAL OPERATION MANAGER'S REPORT:**

Internal Operations Manager, Jennifer Zimmer, updated the Board on the financial operations of the District and presented information on upcoming activities at the next Board meeting.

### **VII. OLD BUSINESS:**

Trustee Zimmer made a motion to approve the Evanston Intergovernmental of Agreement (IGA) for 2019. Trustee Kendrick seconded. All ayes.

### **IX. NEW BUSINESS: None**

**Announcements:**

April 4, 2019, at 7:00 P.M. and NSMAD headquarters, 117 Northfield Road, Northfield, IL, were fixed as the time and place of the next regular meeting. Trustee Zbesko asked for a motion to adjourn. Trustee Kendrick seconded. All ayes.

**Adjournment:** The March 14th meeting was adjourned at 7:38 pm.

ATTESTED  
President, John Zbesko

SUBMITTED  
Secretary, Kitty Kendrick